

## Exhibit B:

Amendment #3 to Agreement between the County of San Luis Obispo and  
the Community Action Partnership of San Luis Obispo County for  
Homelessness Prevention and Rapid Re-Housing Program Activities

**AMENDMENT #3  
TO AGREEMENT BETWEEN THE COUNTY OF SAN LUIS OBISPO AND THE  
COMMUNITY ACTION PARTNERSHIP OF SAN LUIS OBISPO COUNTY  
FOR HOMELESSNESS PREVENTION AND RAPID RE-HOUSING PROGRAM  
ACTIVITIES**

**THIS AMENDMENT** is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2012, by Community Action Partnership of San Luis Obispo County (hereinafter referred to as "Contractor"), a California non-profit corporation, and the County of San Luis Obispo, a political subdivision of the State of California (hereinafter referred to as "the County").

**WITNESSETH:**

**WHEREAS**, on May 12, 2009, the County of San Luis Obispo Board of Supervisors approved the submittal of an amendment to the 2008 Action Plan (hereinafter referred to as the "Grant Application") to the United States Department of Housing and Urban Development (hereinafter referred to as "HUD") to allocate \$855,184 of Homelessness Prevention and Rapid Re-Housing Program (hereinafter referred to as "HPRP") funds to enable assistance to homeless persons and households at risk of becoming homeless; and

**WHEREAS**, on May 12, 2009, the San Luis Obispo County Board of Supervisors authorized the Director of the County Department of Planning and Building to execute all documents necessary or required by HUD for participation in the HPRP grant program; and

**WHEREAS**, on June 29, 2009, HUD approved the County's application for HPRP funding, including a general budget allocation; and

**WHEREAS**, on September 29, 2009, the County Board of Supervisors approved and signed an agreement with the Contractor for \$228,591 to provide "Housing Relocation and Stabilization Services" (case management), \$413,834 for "Financial Assistance" activities, \$15,000 for "Data Collection and Evaluation" services, and \$18,630 for administration of the grant for the term of September 29, 2009 to August 25, 2012 (hereinafter referred to as "Original Agreement"); and

**WHEREAS**, on April 20, 2010, the County Board of Supervisors approved and signed Amendment #1 to the Original Agreement ("Amendment #1") with the Contractor for a budget adjustment to include up to \$228,591 for case management services under the eligible activity "Housing Relocation and Stabilization Services," up to \$348,834 for "Financial Assistance" activities, up to \$15,000 for "Data Collection and Evaluation" activities, and up to \$18,630 for "Administration" activities.

**WHEREAS**, on July 19, 2011, the County Board of Supervisors approved and signed Amendment #2 to the Original Agreement ("Amendment #2") with the Contractor for a budget adjustment to include up to \$207,440 for case management services under the eligible activity "Housing Relocation and Stabilization Services," up to \$369,985 for "Financial Assistance" activities, up to \$15,000 for "Data Collection and Evaluation" activities, and up to \$18,630 for "Administration" activities; and

**WHEREAS**, the Contractor requests a budget adjustment to 1) move \$6,885 of "Financial Assistance" activity dollars from Homelessness Prevention to Rapid Re-Housing (homeless) assistance, 2) reallocate \$1,437 of "Financial Assistance" activity dollars in the Homelessness Prevention category from the Contractor to the Women's Shelter Program of San Luis Obispo County, and 3) decrease the set-aside of financial assistance for People's Self Help Housing or its Affiliates clients from \$74,950 to \$65,302 for Homelessness Prevention clients and from \$11,300 to \$10,300 for Rapid Re-Housing clients; and

**NOW, THEREFORE** in consideration of the mutual promises, recitals and other provisions hereof, the parties agree as follows:

1. Paragraph 10 of the Original Agreement, Amendment #1, and Amendment #2, **Compensation**, is hereby revised and replaced in its entirety to read:

The County will pay Contractor a maximum amount of \$609,618 for carrying out the Project to the satisfaction of the County in accordance with the HPRP regulations set forth in the March 19, 2009 federal Notice (Docket No. FR-5307-N-01). Of the \$609,618 the County will pay the Contractor:

- Up to \$207,440 for case management services under the eligible activity "Housing Relocation and Stabilization Services,"
- Up to \$368,548 for "Financial Assistance" activities,

- Up to \$15,000 for "Data Collection and Evaluation" activities, and
- Up to \$18,630 for "Administration" activities.

Of the \$207,440 allocated for case management services, \$105,028 shall be used for "Rapid Re-Housing" activities that services homeless persons and \$102,412 shall be used for "Homelessness Prevention" activities.

Of the \$368,548 allocated for Financial Assistance, \$123,053 shall be used for "Rapid Re-Housing" activities and \$245,495 shall be used for "Homelessness Prevention" activities, as shown in the chart below.

Eligible Activity	Targeted Population		TOTAL
	Homelessness Prevention (at-risk)	Rapid Re-Housing (homeless)	
<b>Financial Assistance</b>	\$245,495	\$123,053	\$368,548
<i>Amount for People's Self Help Housing or its Affiliates clients*</i>	\$65,302	\$10,300	\$75,602
<i>Amount for other clients*</i>	\$180,193	\$112,753	\$292,946

\*No payments will be paid directly to clients. All payments shall be made to landlords.

All Financial Assistance payments shall be made in accordance with eligible activities per Docket No. FR 5307-N-01 published March 19, 2009.

The County will pay the Contractor in staged payments throughout the performance of this Contract. The timing of these payments is tied to services provided by the Contractor and approved and accepted by the County. A minimum of \$365,771 shall be drawn down by August 25, 2011, and the remaining \$243,847 shall be drawn down by August 25, 2012. Contractor shall request payments from the County using the attached form as described in Revised Exhibit B. In no instance shall the County be liable for any costs for the Project in excess of \$609,618, nor for any unauthorized or ineligible costs.

2. Amendment to Exhibit A of the Original Agreement, Amendment #1, and Amendment #2. The Financial Assistance budget is revised to include \$245,495 for Homelessness Prevention (at risk) and \$123,053 for Rapid Re-

Housing (homeless). These revisions are shown in Revised Exhibit A attached hereto.

3. Amendment to Exhibit B of the Original Agreement, Amendment #1, and Amendment #2 to the Original Agreement. The Financial Assistance budget is revised to include \$245,495 for Homelessness Prevention (at risk) and \$123,053 for Rapid Re-Housing (homeless). These revisions are shown in Revised Exhibit B attached hereto.
4. All other provisions of the Original Agreement, Amendment #1, and Amendment #2 not amended herein remain in full force and effect.

**IN WITNESS WHEREOF**, the parties hereto have executed this Contract as of the day and year first above written.

By: \_\_\_\_\_  
Chairperson of the Board of Supervisors

Approved by the Board of Supervisors on  
\_\_\_\_\_, 2012

ATTEST:

\_\_\_\_\_  
Clerk of the Board of Supervisors

COMMUNITY ACTION PARTNERSHIP OF SAN LUIS OBISPO COUNTY  
a California non-profit corporation

By: Elizabeth Steinberg  
Elizabeth Steinberg, Executive Director

Dated: 3-23-12

By: Joan Limov  
Joan Limov, Chief Financial Officer

Dated: 3-23-12

APPROVED AS TO FORM AND LEGAL EFFECT:

WARREN R. JENSEN

County Counsel

By:   
Deputy County Counsel

Dated: 3/27/12

**Exhibit A**  
**2009-2012 HOMELESSNESS PREVENTION AND RAPID RE-HOUSING PROGRAM**  
**CONTRACTOR QUARTERLY REPORT FORM**

<b>1. Contractor and Address:</b>  Elizabeth Steinberg, Executive Director Community Action Partnership of San Luis Obispo 1030 Southwood Drive San Luis Obispo, CA 93401		<b>2. Contact Person:</b>   <b>3. Phone Number:</b> (    )		<b>4. Program Year:</b> <u>10/01/09 -08/25/12</u> <b>5. Report Period:</b> _____ To _____		<b>County of San Luis Obispo</b>  <b>Date Received:</b>  <b>Reviewed and Filed:</b>	
--	--	---	--	---	--	---	--

Project (a)	Budget (b)	Expenses (c) this period	Expenses (d) previously reported	Expenses (e) to date (c+d)	Funds (f) received to date	Other Funds (g) received to date	Balance (h) available (b-e)
Housing Relocation and Stabilization Services – Case Management							
Homelessness Prevention (at risk)	\$102,412						
Rapid Re-Housing (homeless)	\$105,028						
Financial Assistance							
Homelessness Prevention (at risk)	\$245,495						
Rapid Re-Housing (homeless)	\$123,053						
Data Collection and Evaluation (HMIS)	\$15,000						
Administration	\$18,630						
<b>Total</b>	<b>\$609,618</b>						

**Narrative - Status of Approved Activities:**

NOTE: a minimum of \$365,771 (60%) must be drawn down by August 25, 2011, and all funds must be drawn down by August 25, 2012.

**Problems Encountered & Corrective Actions taken:**



**Exhibit B**  
**COUNTY OF SAN LUIS OBISPO**  
**CONTRACTOR PAYMENT REQUEST FORM**  
**2009-2012 HOMELESSNESS PREVENTION AND RAPID RE-HOUSING PROGRAM**

Instructions: Complete this form, have an authorized person sign and date it, and mail it to Morgan Torell, County Planning and Building Department, County Government Center, San Luis Obispo, CA 93408, (805) 781-5113. If you want the County to expedite processing of a payment, you can fax this form to Soutsida Inpravongviengkham, Accountant, at (805) 781-5624 before mailing the original. **Do not** send this form directly to the County Auditor-Controller's Office.

Contractor name and address: (payment will be mailed to this address)  Elizabeth Steinberg, Executive Director Community Action Partnership of SLO 1030 Southwood Drive San Luis Obispo, CA 93401	Request by:  Signature:  Date: Name: Phone:	For county use only:				
Funding source	Total funds budgeted	Amount of this request	Previous requests	Balance after this payment	SAP #	IDIS #
Housing Relocation and Stabilization Services - <b>Case Management</b>						
<i>Homelessness Prevention (at-risk)</i>	\$102,412					
<i>Rapid Re-Housing (homeless)</i>	\$105,028					
Financial Assistance						
<i>Homelessness Prevention (at-risk)</i>	\$245,495					
<i>Rapid Re-Housing (homeless)</i>	\$123,053					
Data Collection and Evaluation (HMIS)	\$15,000					
Administration	\$18,630					
<b>Total</b>	<b>\$609,618</b>					